



Minutes

City of Flagstaff

AIRPORT COMMISSION

12:00 P.M. – Thursday March 14, 2013

Pulliam Airport Terminal Conference Room, 6200 S. Pulliam Drive



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Amanda Shankland at 928-556-1234, ext. 10 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

CALL TO ORDER

Commissioner Marxen called the meeting to order at 12:15 pm

COMMISSION MEMBERS:

Jack Keegan, Chair excused
Matt Evans, Vice-Chair excused
Terry Marxen, present
Roger Brace, present
April Gavin, present
Paul Shankland, present
James Wallace, present

CITY STAFF:

Stacey Button, Economic Vitality Director
Barney Helmick, Airport Director
Paul Dingwell, Operations/ARFF Manger
Amanda Shankland, Administrative Specialist

I. PRELIMINARY GENERAL BUSINESS

1. PUBLIC COMMENT

PUBLIC PARTICIPATION/INPUT

(Items presented during the Public Participation/Input portion of the agenda cannot be acted upon by the Commission. Individual members of the Commission may ask questions of the public, but are prohibited by the Open Meeting Law from discussion or considering the item among themselves until the item has been officially placed on the agenda.)

None.

2. ANNOUNCEMENTS

(Reconsiderations, Changes to the Agenda, and other Preliminary Announcements)

3. APPROVAL OF MINUTES
 - a. Regular Meeting of January 10, 2013

RECOMMENDED ACTION: Approve the minutes of January 10, 2013 as submitted.

MOTION:

Commissioner Brace moved to approve the minutes of January 10, 2013. Commissioner Gavin seconded the motion; the motion passed unaniamously.

II. STAFF REPORTS

1. Commercial enplanements, aviation activity and sale of fuel. (*Barney Helmick*)

Mr. Helmick reviewed the following for the Commission:

Commercial Enplanements: Total enplanements are down over last month. Enplanements are down due to poor weather conditions, resulting in cancellations.

Total Operations: Overall operations have been consistent due to general aviation, and military use. Commercial operations had several cancellations, resulting in the loss of operations.

Fuel sales: Fuel sales are far below last month and last year at this time. Weather has been a major contributing factor to the decline of fuel sales.

III. DISCUSSION ITEMS

1. Flagstaff Aviation Historical Exhibit. (*Commissioner Brace, Gavin & Wallace*)

Commissioner Brace will follow up with Karl Eberhard on the direction of the art exhibit.

2. Design Construction Project (*Barney Helmick*)

Mr. Helmick advised the Commission of the tentative start date of June 1st for the Westplex Construction project to begin. The bids open this week for prospective construction companies, we are hopeful to have a contract soon.

3. Airport Airline Update (Barney Helmick)

The Airport Management is actively pursuing a new air carrier with an opportunity for a (RFP) Request for Proposal, later this year for discussions of expansion. The airlines have been interested in community support and how Flagstaff would benefit.

4. Armed Forces house of Day Open House (Commissioner Shankland)

Commissioner Shankland has been working with Chair Keegan on finding military aircraft for the Open House. Due to the National sequestration that is looming, several Military Bases have halted all flying and air show personal including static displays.

5. APS Substation Update (Stacey Button)

Ms. Button spoke about the Substation and the impact it will have on the community as well as the Airport. There are difficulties with the current location the City is working with APS seeking a new location and further information will follow as it becomes available.

6. Blue Moon Café (Barney Helmick)

Mr. Helmick informed the Commission of a change in ownership for the Café.

7. Operational Angel Thunder (Barney Helmick)

Mr. Helmick reiterated the planning aspects of the exercise. Along with the City, we are looking forward to a positive collaboration.

IV. ACTION ITEMS

None.

V. FIXED BASE OPERATOR REPORT

1. General aviation issues, fuel sales and business report. (*Orville Wiseman*)

None.

VI. NEXT MEETING DATE/TIME AND AGENDA ITEMS FOR NEXT MEETING

1. Next meeting date – **April 18, 2013 at 3:00 p.m.**
2. Agenda Items

Flagstaff Aviation Historical Exhibit.
Budget FY 2014
Blue Angels 2015
Westplex Construction

VII. INFORMATION ITEMS

1. Chairperson: None
2. Commissioners: None

VIII. ADJOURNMENT OF REGULAR MEETING

The meeting adjourned at 1:20 p.m. by unanimous consent.